

### Instructions for Clients Living in Canada

1. 1 x color copy of 2 x pieces of government issued identification stamped with the police department stamp where the applicant has their fingerprints done. One piece of ID must have a clearly visible picture of the applicant on it
2. Third party consent form must be completed by the applicant including the applicant's biographical information. The Third Party Consent form must have the applicants' right thumb print in the designated box, along with the signature of the applicant and the name and address of who is to receive the results. If you want a confirmation receipt when your fingerprint search is complete please include your e-mail address.
3. A C-216C fingerprint form must be completed by the police and stamped with the police department's official stamp. The applicant's signature and the police officers' name and signature must appear in the designated areas on the form.
4. Complete the PFSI Credit Card Authorization for \$67.00 unless otherwise directed.
5. Forward all the completed documents to Pacific Fingerprint Services Inc. along with the prescribed method of payment.

**\* Incomplete documentation will delay the processing of the application so please ensure these instructions are followed precisely.**



3<sup>RD</sup> PARTY WAIVER HARDCOPY PRINTOUT – CARDSCAN

Consent to Release Personal Information (Third Party)

I, \_\_\_\_\_ Full name of applicant

born, \_\_\_\_\_, \_\_\_\_\_ require criminal record verification in order to obtain
Month, day Year

a \_\_\_\_\_ Job (specify type), visa, border crossing card, etc...

I hereby authorize the Royal Canadian Mounted Police central repository of criminal records to release my Criminal Record Search Results to the following party:

Name of individual / agency: \_\_\_\_\_

Address: \_\_\_\_\_

City/Prov: \_\_\_\_\_

Postal/Country: \_\_\_\_\_

I understand that I have the right to receive these results directly from the RCMP and that the assistance of a 3<sup>rd</sup> party is not necessary to obtain these results.

I have read and signed the Informed Consent document and understand my rights with regard to obtaining criminal record information.

Applicant Signature

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

Applicants Information

Height: \_\_\_\_\_ Weight: \_\_\_\_\_

Hair Colour: \_\_\_\_\_ Eye Colour: \_\_\_\_\_

Race: \_\_\_\_\_



Applicant's Fingerprint

Digit Printed (Please "X")

Table with columns for Right and Left hands, and rows for Thumb, Index, Middle, Ring, Little fingers.



## Authorized Credit Card Usage Form for Pacific Fingerprint Services Inc.

### CREDIT CARD PAYMENTS:



- At this time we accept VISA or MasterCard  
**There are no refunds given.**
- Mail, fax or e-mail this form to PFSI.

### PART 1: INDIVIDUAL INFORMATION

LEGAL NAME: (Surname) \_\_\_\_\_

(Given) \_\_\_\_\_ (Middle) \_\_\_\_\_

### PART 2: AUTHORIZATION

I authorize the use of the following credit card to cover Pacific Fingerprint Services Inc. fees as follows:

TYPE OF CARD: VISA  MasterCard

CREDIT CARD NUMBER: \_\_\_\_\_

EXPIRY DATE: (month) \_\_\_\_\_ / (year) \_\_\_\_\_ CARDHOLDER'S NAME (exactly as shown on card):

\_\_\_\_\_

I hereby authorize the following amount to be applied against this credit card \$ \_\_\_\_\_.

Signature of Cardholder: \_\_\_\_\_

Date Signed: \_\_\_\_\_ CARDHOLDER'S PHONE NUMBER: ( \_\_\_\_\_ ) \_\_\_\_\_

**At least one of the following pieces primary pieces of identification must be provided, along with a secondary I.D. that includes a signature**

**Acceptable Photo Identification**

*Driver's Licence (issued by Canadian province or territory)*

*Foreign Driver's Licence*

*Canadian Passport*

*Foreign Passport*

*Canadian Citizenship Card*

*Permanent Resident (PR) Card*

*Certificate of Indian Status*

*Student Identity Card from a foreign institute*

*Firearms Acquisition Certificate (FAC)*

*Canadian National Institute of the Blind (CNIB) Identification Card*

*Federal, Provincial or Municipal Identification Card*

*Military Family Identification Card (MFID)*

**Note: Health Cards (issued by Canadian Province or territory) and Social Insurance Number (SIN) are not acceptable as a primary piece of identification but may be submitted as a secondary piece of identification.**